

Compensation Strategies

Summary of Limits and Requirements

Toolbox	Strategy	Cumulative Budget Limit 2% of PS	Cumulative Employee Limit 5% of base	Performance Requirement (for employees required to have an evaluation)	Approval Authority	Minimum Eligibility	Strategy Limit	Plan Required	Sept 1 Report
Executive	Merit (Legislative)	TBD	TBD	TBD	Legislature	Eligibility to be defined by Governor's Office or Legislature	TBD	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ADOA HR	Criteria Based Adjustment	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Uncovered and covered	Determined by market research	<input type="checkbox"/>	<input type="checkbox"/>
ADOA HR	Conditional Pay Supplement	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Uncovered • Covered (depending on type of conditional pay supplement)	Determined by market research	<input type="checkbox"/>	<input type="checkbox"/>
ADOA HR	Referral Incentive	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Uncovered • Executive level positions that are responsible for recruiting or hiring functions, employees in a direct line reporting relationship to the referred employee, and family members are not eligible	Up to \$1000/referral; \$3000/EE/FY	<input type="checkbox"/>	<input type="checkbox"/>
ADOA HR	Hiring Incentive	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Uncovered	Up to \$5,000	<input type="checkbox"/>	<input type="checkbox"/>
ADOA HR	Special Market Adjust. (Legislative)	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Defined by Governor's Office or Legislature	TBD	<input type="checkbox"/>	<input type="checkbox"/>
ADOA HR	Market Adjustment	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA	• Uncovered and covered	Determined by market research	<input type="checkbox"/>	<input type="checkbox"/>
Agency - Individual	Counter Offer	<input type="checkbox"/>	<input type="checkbox"/>	Overall "Exceeds Expectations" (MAP rating 2.5 or greater) - may be waived by Agency Director	ADOA	• Uncovered • Verified job offer	Varies by offer	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Individual	In-Grade Adjustment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Overall "Exceeds Expectations" (MAP rating 2.5 or greater) - may be waived by Agency Director	ADOA	• Uncovered • Change in Duties (remain in same class), Professional Development, or Retention	Up to 5%/EE/FY - exceptions by ADOA	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Variable	Spot Incentive	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Overall "Meets Expectations" or better (MAP rating 2.0 or greater) - may not be waived	ADOA approves plan	• Uncovered • At least 6 months since hire, last promotion or demotion • Not participating in another incentive plan	Up to \$2,000/EE/FY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Variable	Goal-Based Incentive	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Overall "Meets Expectations" or better (MAP rating 2.0 or greater) - may not be waived	ADOA approves plan	• Uncovered • At least 6 months since hire, last promotion or demotion • Not participating in another incentive plan	Up to \$3,000/EE/FY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Variable	Merit-Based Incentive	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Overall "Meets Expectations" or better (MAP rating 2.0 or greater) - may not be waived	ADOA approves plan	• Uncovered • Directors, Deputies & ADs not eligible • At least 6 months since date of hire, last promotion or demotion • Not participating in another incentive plan	Up to 4%/ up to 30% of EEs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Variable	Meritorious Service Leave	NA	NA	Overall "Meets Expectations" or better (MAP rating 2.0 or greater) - may not be waived	ADOA approves plan	• Uncovered • At least 6 months since hire, last promotion or demotion • Not participating in another incentive plan	Up to 24 hrs/EE/FY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Agency - Variable	Conditional Retention Pay Incentive	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Overall "Meets Expectations" or better (MAP rating 2.0 or greater) - may not be waived	ADOA approves plan	• Uncovered • At least 6 months since hire, last promotion or demotion • Not participating in another incentive plan	Up to 5%/EE/FY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Change/Special Assign.	New Hire	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	Agency	• Uncovered; covered if CO or Full Authority Peace Officer	Up to midpoint, higher w/ documentation	<input type="checkbox"/>	<input type="checkbox"/>
Change/Special Assign.	Promotion	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	Agency	• Uncovered	Up to midpoint, higher w/ documentation	<input type="checkbox"/>	<input type="checkbox"/>
Change/Special Assign.	Lateral Transfer	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	Agency	• Uncovered	No increase in salary-exceptions by ADOA	<input type="checkbox"/>	<input type="checkbox"/>
Change/Special Assign.	Demotion	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA HR Director	• Uncovered	Generally 2.5%-lesser exceptions by ADOA, greater by Agency Director	<input type="checkbox"/>	<input type="checkbox"/>
Change/Special Assign.	Reallocation	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA HR Director	• Uncovered and covered	2.5%-exceptions by ADOA	<input type="checkbox"/>	<input type="checkbox"/>
Change/Special Assign.	Special Assignment	<input type="checkbox"/>	<input type="checkbox"/>	No requirement	ADOA HR Director	• Uncovered and covered	Up to midpoint, higher w/ documentation	<input type="checkbox"/>	<input type="checkbox"/>